

The Commonwealth of Massachusetts  
Department of Energy Resources  
100 Cambridge Street, Suite 1020  
Boston, MA 02114  
<http://www.mass.gov/doer>



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## **PROGRAM OPPORTUNITY NOTICE (PON)**

Energy Efficiency and Conservation Block Grant  
(EECBG) Program 2009:  
Application for Owner's Agents Technical Assistance

PON-ENE-2010-008  
October 5, 2009



American Recovery and Reinvestment Act

EECBG – Owner's Agents Technical Assistance  
Program Opportunity Notice No. ENE-2010-008

## **INTRODUCTION**

The American Recovery and Reinvestment Act of 2009 (ARRA), recently enacted by Congress and signed by President Obama, provides a unique and historic opportunity to stimulate the development and deployment of advanced technology systems, create jobs, reduce our country's dependence on foreign oil and curb carbon emissions from the transportation sector. The US Department of Energy (DOE) has granted ARRA funds to the Commonwealth of Massachusetts through an Energy Efficiency and Conservation Block Grant (EECBG) to advance efficiency and conservation goals at the local level. This Public Opportunity Notice (PON) provides cities and towns in the Commonwealth, regardless of population size, with an opportunity to apply for Owner's Agents Technical Assistance for support in developing clean renewable technology or performance contracts.

## **PROGRAM OUTLINE**

The Department of Energy Resources (DOER) is seeking clean technology or performance contracting projects from the cities and towns of the Commonwealth. DOER will evaluate these proposals and provide the services of an Owner's Agent to awarded municipalities. Owner's Agents are independent third parties who assist cities and towns in the negotiations and management of an energy project. These technical experts will help municipalities ensure that energy equipment and systems are correctly designed and installed, that they perform as they should, and that performance and results are effectively monitored and measured. They will also be able to help ensure that municipalities enter into solid financial arrangements for these projects.

## **FUNDING**

Funding for Owner's Agents Technical Assistance is made possible through ARRA and will be managed by Green Communities under a separate contract with accompanying ARRA terms and conditions.

To qualify for Owner's Agents Technical Assistance, approved projects must benefit municipal buildings (including schools) and be shovel ready. Possible candidates for assistance include solar photovoltaic installations and solar Power Purchase Agreements (PPA); other clean energy technologies such as combined heat and power, biomass thermal, solar thermal, and geothermal; and reduction ("buy-down") of the total cost of efficiency measures identified by energy performance contractors. Owner's Agents Technical Assistance awards will be made based on project readiness, projected reduction in consumption of fossil fuel energy, need, and diversity. Preference may be given to proposals that have been approved at the community level and are ready to be enacted in the immediate future. Cities and towns can receive up to a maximum of \$50,000 worth of Technical Assistance services. The total amount of available funds for Owner's Agents Technical Assistance is \$825,000.

## **PROGRAM ADMINISTRATION**

DOER will assign Owner's Agents to awarded municipalities for the Technical Assistance services. Owner's Agents will help manage the project and will ensure that energy projects are designed and installed properly and that performance and results are effectively monitored and measured.

## **PROGRAM REPORTING**

Owner's Agents will be responsible for reporting regularly to the municipality and Green Communities on the progress of the project.

## **HOW TO APPLY**

Application packages are available online through the Commonwealth Procurement Access and Solicitation Site ([www.comm-pass.com](http://www.comm-pass.com)). Requests for clarification or additional information regarding this PON must be submitted to the bidders' forum on Comm-PASS ([www.comm-pass.com](http://www.comm-pass.com)). Instructions for accessing this forum are included in the application materials.

Completed applications must be delivered to DOER's office by the application deadline: December 7, 2009 by 5:00 pm. DOER reserves the right to limit the number of awardees. Completed applications must be submitted in the format or formats provided electronically via e-mail to [diane.gray@state.ma.us](mailto:diane.gray@state.ma.us) and as five (5) unbound hard copies (including attachments) to the address below:

Department of Energy Resources  
100 Cambridge Street, 10<sup>th</sup> Floor  
Boston, MA 02114  
ATTN: Diane Gray

To obtain additional information contact:

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